

OIS Registry
82-667/1

MEMORANDUM FOR: Director, Information Services
FROM : Chief, Building Services Branch, LSD/OL
SUBJECT : Authorized Signatures for Agency Property Passes

The below listed individual is now authorized to sign Agency property passes for the removal of property from the below listed building:

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Ames Center

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For additional information regarding passes, please contact the undersigned on extension

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OD/OIS:meh (17 Aug 1982)

Distribution:

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10 AUG 1982

MEMORANDUM FOR: Chief, Logistics Services Division, OL

FROM:

[REDACTED]

Director of Information Services

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SUBJECT: Delegation of Authority to Issue One-Time Property Passes

1. The Office of Information Services is located in the Ames Center Building in Rosslyn. While the necessity to obtain a one-time property pass is not frequent, there are occasions when one is required to remove government or personal property from the Ames Center Building on a one-time basis. I believe this Office should have such authority and request the delegation of authority to issue one-time property passes to the officer identified below:

[REDACTED]

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Building for which authority needed: Ames Center

2. This memorandum also requests the revocation of authority to issue one-time property passes to [REDACTED] reassigned.

* STAT

[REDACTED]

STAT

EXO/OIS: [REDACTED]:meh (9 Aug 1982)

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